

ATTACHMENT A
Prop 50
Simplified Project Technical Report Template
For Small Water Systems

1. Project Location

Describe the project location. This should include the county, general description of the vicinity, the street address, and the Township, Range, and Section (TRS). The TRS is used for recording environmental documentation. The TRS can be determined from a USGS topographic map, or the applicant may find this information on the Internet. Also describe the zoning designation at the project site.

2. Problem Description

Provide a description of the water system problem(s) that this project is intended to address. Identify the drinking water standard, regulation, or DHS directive violated. Describe the problem in sufficient detail to allow DHS staff to understand and evaluate the nature of the problem. Your description may include information from an inspection report, compliance order, permit, engineering report, or study. You may attach copies of orders or letters from DHS or the County that regulates your water system.

3. Description of Proposed Project

Provide a description of the project and how it addresses the problem described above. Describe or list each unit process or major component, as well as related equipment, including the quantity, function, size, and relationship to other project components. Describe the current status of the project. Describe how the project will ensure compliance with drinking water standards.

4. Map of existing service area

Attach a map or drawing that identifies and delineates the service area of the water system. This map may already be on file in the DHS district office.

5. Map of project location (including topographic map and site plan)

Attach a map or drawing that shows the location of key facilities of the existing system (e.g., sources, treatment units, reservoirs, and primary distribution mains) and the proposed location of new facilities. If the purchase of land will be included in the application for funding, the size, location, and purpose of each parcel must be shown or described. In addition, a topographic map of the project area is required for environmental review. The site plan could be shown on a topographic map and one map can fulfill both requirements.

6. Existing Population and Service connections

What is the total estimated population served by the water system on a daily basis? The estimated population can be derived from census data, facility use records, billing information, or by converting service connections to population using a conversion factor of 2.8 persons per connection, whichever most closely approximates the actual number of persons served. Specify the method used to determine population. How many active connections does the water system currently serve? State the approximate number of single-family residential connections, multi-family connections, and commercial/industrial connections. Are the service connections metered?

7. Water Rights Information

Describe the type of water rights applicable to this water system.

- Groundwater from a non-adjudicated groundwater basin? Is the basin capable of sustaining the current or planned pumping rate?
- Groundwater from an adjudicated basin? Applicant must demonstrate approval from the water master for current or planned pumping rate.
- Surface water? Water systems that are diverting, or plan to divert, water from surface sources must submit a copy of the water rights permit issued by the Water Resources Control Board. If the permit has been applied for but not yet issued, a copy of the permit application should be submitted.
- Purchased water? Attach copy of agreement.

8. Evaluation of Alternatives / Cost Effectiveness

Describe alternate solutions to the problem that were evaluated. What were the costs associated with the alternatives? Is the selected project the most cost effective? If the option selected is not the least expensive initial cost, state the reason for the selection. For example, if the problem is a contaminated source, did the applicant consider treatment as well as replacement of the source?

9. Feasibility of Consolidation

The possibility of physically consolidating with a nearby community water system should be considered as an alternative. Physical consolidation means merging two or more systems into one system. Are there any willing water systems in reasonable proximity with whom it would be feasible to consolidate? If a consolidation would be feasible, but the other water system is not willing to consolidate, explain the circumstances and attach documentation. If the consolidation is feasible but is not the selected alternative, explain why feasibility is not the most cost effective solution.

10. Anticipated Benefits of the Proposed Project

Describe the anticipated results of the project. Results may include: an improvement in water quality, maintaining water quality, reduction in treatment costs, potential public health benefits, etc.

11. Conceptual Project Design

Attach a conceptual or preliminary project design. The conceptual design should describe any assumptions used, design criteria, estimated flow rates etc. The design should include a conceptual project layout drawing or sketch showing the relationship of proposed project components, unit processes, or equipment should be included. Detailed plans and specifications are not required at this time.

12. Analysis of Projected Growth

How many service connections do you expect to add in the next 20 years? Are there any developments proposed for connection to the water system that would increase the number of service connections more than 10%. Will the facilities constructed as part of this project accommodate an increase in service connections? Is the service area fully built out? What is the current maximum day demand?

13. Ineligible Project Components

Are there any project components that are ineligible for Prop 50 funding that the applicant intends to include in the project but pay for with other funds? Ineligible components include: land acquisition except that which is integral to the project; project facilities primarily to serve future growth; dam or rehabilitation of dams; raw water storage facilities; motor vehicles used for employee or material transportation; decorative items; extended warranties for equipment; insurance cost (except for construction insurance); and all other items not included in the construction contract. Landscaping is only eligible if it is specifically required as mitigation under CEQA.

14. Cost Breakdown

Provide a cost estimate for the selected project alternative. This must be a more detailed estimate than provided in the pre-application and must include cost estimates for various project elements. Applicants are not limited to the amount stated in the pre-application, but funding in excess of the pre-application estimate may not be available. As a minimum, show the anticipated costs of the following items as applicable.

- a) Planning, preliminary engineering, and application preparation
- b) Design and engineering costs
- c) Construction costs broken down by:
 - Major project components
 - Land and easement acquisition
 - Eligible versus ineligible items
- d) Construction management and contingencies
- e) Legal and administrative costs
- f) Other (describe)

15. Useful Life of Key Project Components

Estimate the useful life of the key system components (typically, the components that make up the largest cost factor) of the project. All key components should have a useful life of at least 20 years.

16. Proposed Design and Construction Schedule

Include a proposed schedule for project completion. Include the time needed for preparation and submission of plans and specifications, completion of financing and preparation of construction bids (after approval of plans and specifications), completion of construction, and completion of purchase of land and easements, as well as the time needed to complete the CEQA environmental review process. The schedule should be expressed as months needed rather than specific dates since the date for execution of the funding agreement is unknown.

17. Environmental Information

Any other project description required for environmental documentation may be included here or may be submitted separately on the DHS Prop 50 Environmental Information Form.

18. Other

Include any other technical information that is pertinent to this particular project that may not be included elsewhere in the report.